Glossary

Add a Service Result
Means to create a data record of a service result from which you can generate a printed certificate. The terms "certificate," "service result," and "service result records" are used interchangeably in the Users Manual.

Aflatoxin Test Basis
A drop-down box allowing you to enter if the sample was from: Sublot; Other; Composite; or Both composite and sublot.

Agency/Field Office
The name of the Official Agency or Field Office that is performing the services.

Analysis Weighing Location
Refers to the numeric code used for the specified inspection or weighing location. This si a mandatory field.

Applicant Name
The name of the applicant for whom the services are being preformed.

Bottom Sampled
Refers to the bottom of the carrier being sampled, answer yes or no.

Carrier Type
The type of carrier being loaded/unloaded, (i.e., barge; container; lash barge; rail; ship truck; or other.)

Certificate Number
A unique number assigned by CRT to identify the certificate.

Certificate System (CRT)
This is the name of the application that allows the user to electronically enter official grain inspection and weighing information (service results) and produce both electronic and paper certificates.

Certificate Type
Refers to the actual type of certificate for use. Select from droplist: Commodity Submitted Sample Inspection; Commodity Inspection Certificate; Official Commercial Sample – Lot Inspection; Official Commercial Submitted Sample Inspection; Official Export Inspection Certificate; Official Grain Weight Certificate; Official Stowage Examination Certificate; Official Sample – Lot Inspection; Submitted Sample Inspection; Supervision of Grain Weight Certificate; and Warehouseman's Sample – Lot Inspection.

City
The name of city where services are being performed.

Commodity Class
Any graded agricultural product (Grain, Rice, Beans, Peas, Lentils).

Components Infested
The number of components or sublots that are infested with insects.

Customer Number
Refers to the applicant's numeric customer number. This field must be populated if the record contains administrative tonnage fee or supervision fees used for billing, or if the customer request it.

Date of Service
The date of which the service was completed in MM/DD/YYY format.

Date Sampled	
The date when the lot was sampled in MM/DD/YYY format.	
Date Started Weighing	
The date weighing began in MM/DD/YYY format.	
Delete Factor	
The way to remove the factor from the service result record.	
Destination	
The country of destination, use only approved codes (for official export certificates.)	
Dust Suppressant	
Type of dust suppressant applied to a component, sublot, or lot (e.g., oil.) Show only additives which were specifically requested in the load order and/or which were applied after sampling and weighing.	
Dye	
If a dye is applied to a component, sublot, or lot, specify yes or no.	
Factor Result	
The result of the factor being analyzed.	
File Sample ID	
Your agency/office file sample identification. This is a mandatory field for IDW.	
Fumigant	
The type of fumigant applied to lots or partial lots in accordance to the Fumigation Handbook (e.g., aluminum phosphide.)	
Grade	
The numerical quality level (e.g.,1, 2, 2 or better, etc.) as specified by the load order. This field does not determine the grade that is shown on the certificate, however, it is a mandatory field for IDW.	
Grade and/or Commodity	
Refers to the grade as specified by the standards and the commodity being loaded (e.g., U.S. No. 1 Yellow Corn). This field is used to show the exact grade as will be shown on the printed certificate.	
Identification	
The identification of the carrier, lot, or submitted sample.	
Include in Certificate	
Allows you to check the box for the quality factor results which are to be shown on the certificate.	
Insecticide	
Select the type of insecticide applied to the component, sublot, or lot (e.g., Reldan.) Show only additives which were specifically requested in the load order and/or which were applied after sampling and weighing.	
Insects Per Lot	
The total number of live insects in the lot.	
Inspection Type	
The level of inspection service being requested; select from droplist: Appeal, New Original, Original, or Reinspection.	

Inspection Weighing Service
The type of inspection service being certified; select from droplist: Inspection and Weighing; Inspection Only; Other; or Weighing Only.

Inspector Number	
The number issued to an inspector which shows that that person is licensed and authorized to perform official services under either the U.S. States Grain Standards Act or the U.S. Agricultural Marketing Act, as amended. The inspector's number entered here determines the name that will be printed on the certificate.	
Issued At	
A 6-digit code for the service point which issued the certificate.	
Load Order	
Used to enter results of moisture, starch, and/or protein testing for export shipments of corn and grains.	
Load Order PCT	
This refers to either the percentage of moisture or protein specified by the load order.	
Location	
The name of the elevator or specified service point from which the shipment was loaded.	
Lot Number	
The number of the lot for which results are being reported (required for Official Export Certificates.)	
Movement	
Refers to the movement of the grain (e.g., in, local, out).	
Number of Carriers	
The number of carriers being loaded. (See carrier type)	
Purpose	
Refers to the purpose the certificate is being issue. If you are creating a new certificate, *Purpose* is set to "Original." If you are correcting or superseding a certificate, *Purpose* is set to "Corrected." This field cannot be altered by the user.	
Quantity/Official Weight	
The actual weight of the lot.	
Remark	
Any comments or remarks that will appear on the final certificate, such as fumigation statements, contract numbers, conditions of seals, etc..	
Remark Template	
Contains standard statements added to the Remarks section of the certificate.	
Sampling Method	
The type of sampling method used (i.e., ellis cup, probe, D/T, bag trier.)	
Service Request Number	
Refers to the service request number, if any, applied by the Official Agency or Field Office. This is a required field for any exports or requests for falling numbers.	
Service Result Records	
Is a collection of data fields used: (1) to create printable official certificates (originals and copies) and (2) to save data within CRT to make available in other applications and import into the Inspection Data Warehouse (IDW) database. The terms "certificate," "service result," and "service result records" are used interchangeably.	
Service Types	
Refers to the types of services being preformed (i.e., Lot (Quality) Inspection; Checkcounting; Facility Examination; Witness Fumigation; etc..)	

Signature Copies
Formats how the signature of the inspector or the person responsible for the accuracy of the inspection results recorded on the certificate, will appear on the completed certificate's "Copy" pages. Select from droplist: No Print, Print Only, Or Print and Signature.
Signature Original
Formats how the signature of the inspector or person responsible for the accuracy of the inspection results recorded on the certificate, will appear on the completed certificate's "Original" page. Select from the droplist: No Print, Print Only, or Print and Signature. "Print and Signature" requires that a signature file be downloaded.
State
The name of the state where services are being preformed.
Stowage Area Examined
Indicates if the stowage area was examined or not: Select from droplist "Yes" or "No".
Sublots with Insects
The number of sublots containing insects.
Template
Templates are shortcut methods of creating a preselected certificate with some of the data fields already filled in.
Time of Service
The time the service was completed in 24-hour format (i.e., 13:45) to the nearest quarter hour.
Time Sampled
The time the lot was sampled in 24-hour format (i.e., 13:45) to the nearest quarter hour.
Time Started Weighing
The time the weigher began official weighing in 24-hour format (i.e., 13:45) to the nearest quarter hour.
Top Feet Sampled
Indicates the number of feet the carrier was sampled, (e.g., top 8, 10 or, 12).
Type Shipment
Refers to either bulk or sack shipments. Select from droplist.
UoM
The "unit of measure" used for determination.
Upload Signature
Used to locate and upload the signature file on you computer to the document. Files must be .jpg (JPEG) images.
Used for Billing
The information will be used for the billing application.